

### Initiator of

Completes page 2 (PINK) and posts the announcement to the MTPE-ePS.

☐

Signed by:

Complete?

### Institution Submitting Proposal

Completes page 3 (GREEN), attaches proposal documents, signs and posts to the MTPE Proposal Repository.

☐

Signed by:

Complete?

### Peer Review Administrator

Completes page 4 (BLUE) Conformance Review, signs and posts to the MTPE Proposal Review Repository.

☐

Signed by:

Complete?

### Reviewers

Complete page 5 (YELLOW) Proposal Evaluation, sign, and post to the MTPE Proposal Review Repository.

☐

Signed by:

Complete?

## Solicitation & Evaluation Package - Initiator Page

### INFORMATION

#### TITLE

NASA ORGANIZATION

PROGRAM MANAGER

NUMBER

SCIENCE AREA

SYNOPSIS RELEASE DATE

RELEASE DATE

LINK TO SYNOPSIS

PROPOSALS DUE

SELECTION DATE

### SPECIAL INSTRUCTIONS

#### INSTITUTION ASSURANCES REQUIRED

☐ Certifies compliance with Federal Lobbying Regulations

☐ Is not delinquent on Federal Debt

☐ Certifies compliance with Federal Discrimination Regulation

☐ Has not been placed on Federal Debarred  
or Suspension List

#### ADMINISTRATOR

NAME

POSITION/TITLE

ADDRESS

ELECTRONIC MAIL ADDRESS

CITY/STATE/ZIP

PHONE

ELECTRONIC SIGNATURE

## Solicitation & Evaluation Package - Proposal Page

### INSTITUTION INFORMATION

INSTITUTION NAME	CITY	STATE	ZIP
ADDRESS	COUNTRY		
	INSTITUTION TYPE		

### PROPOSAL INFORMATION

PROPOSAL TITLE	PROPOSAL REFERENCE NUMBER
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ABSTRACT/NOTES
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ASSURANCES REQUIRED	ATTACHED

### PRINCIPAL INVESTIGATOR

PRINCIPAL INVESTIGATOR	POSITION/TITLE	
ADDRESS	ELECTRONIC MAIL ADDRESS	
CITY/STATE/ZIP	PHONE	ELECTRONIC SIGNATURE

### INSTITUTION OFFICIAL AUTHORIZED TO SIGN

AUTHORIZING OFFICIAL	POSITION/TITLE	
ADDRESS	ELECTRONIC MAIL ADDRESS	
CITY/STATE/ZIP	PHONE	ELECTRONIC SIGNATURE

## Solicitation & Evaluation Package - Proposal Receipt Page

### PROPOSAL INFORMATION

PROPOSAL TITLE	PROPOSAL REFERENCE NUMBER
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### PROPOSAL RECEIPT INFORMATION

REQUIRED ATTACHMENTS	VERIFIED
Proposal	
Budget Data	

DATE INITIAL PROPOSAL RECEIVED

PROPOSAL STATUS WHEN RECEIVED

NOTES

DATE COMPLETED PROPOSAL RECEIVED

PROPOSAL RECEIVED AS COMPLETE BY

## Solicitation & Evaluation Package - Peer Evaluation Page

### PROPOSAL INFORMATION

PROPOSAL TITLE	PROPOSAL REFERENCE NUMBER
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### PEER REVIEW EVALUATION

EVALUATION CRITERIA	EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

### NARRATIVE EVALUATION

### PEER REVIEWER INFORMATION

REVIEWER NAME		POSITION/TITLE
ADDRESS		ELECTRONIC MAIL ADDRESS
CITY/STATE/ZIP	PHONE	ELECTRONIC SIGNATURE